

## RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL/WORK SESSION  
MEETING OF THE BOARD OF DIRECTORS OF  
THE FOREST VIEW ACRES WATER DISTRICT  
AND THE BOARD OF DIRECTORS OF THE  
WATER ACTIVITY ENTERPRISE  
HELD  
DECEMBER 18, 2012**

A special meeting of the Board of Directors of the Forest View Acres Water District and the Board of Directors of the Water Activity Enterprise (referred to hereafter as "Board") was held on Thursday, December 18, 2012, at 4:00 p.m., at the Monument Sanitation District, 130 2<sup>nd</sup> Street, Monument, Colorado. This meeting was open to the public.

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ATTENDANCE

In attendance were Directors:

Anne Bevis  
Eckehart Zimmermann  
Karla Thompson  
Gene Ashe  
Timothy Sobik

Also in attendance were:

Joel Meggers; Community Resource Services ("CRS")  
Gabby Begeman and Tom Schubert; ORC, LLC Water Company  
Eric Dole, Steve Batchelder, Marc Petrequin; Baseline Engineering Corp.  
John Cressman; RRR Inc.  
Kajetan Nowacki; Resident

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ADMINISTRATIVE  
MATTERS

Director Bevis called the meeting to order at 4:06 p.m., Mr. Meggers distributed for the Board's approval the proposed agenda. Following discussion, upon motion duly made by Director Thompson and seconded by Director Zimmermann, vote was taken and the agenda was approved as amended, adding an update on items associated with the Red Rock Ranch Inc., Hugh J. Nevins Trust and Estate of Mary L. Nevins.

Minutes - The Board reviewed the minutes of the November 29, 2012 special Board meeting. Director Zimmermann moved the minutes be approved as presented. Upon a second by Director Thompson, vote was taken and motion carried unanimously.

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Public Comments – None.

Annual Administrative Resolution – Mr. Meggers presented the Annual Administrative Resolution for consideration by the Board, upon a motion by Director Zimmermann and a second by Director Thompson the resolution was unanimously approved.

Customer Brochure – Director Bevis presented the draft brochure. The Board agreed to finalize the brochure by the end of the month and include it with the water bills as an insert.

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### OPERATIONS & MAINTENANCE

Operations Report – Ms. Begeman presented the November/December operations report for the Board's review, a copy of which is attached to these minutes and incorporated herein.

Red Rock Ranch Inc. Water Irrigation Connection/Measuring Device - Director Zimmermann reported that he thought the conceptual technical approach was generally fine but that the District's water attorney needed to be involved to develop an agreement between the parties prior to any construction. The board informed Mr. Cressman that they would provide him with a project update prior to the end of the year and at future board meetings.

Regional Meter / Battery Box / Site Condition – The Board reviewed and discussed the site condition and the necessity of the regional meter / battery box. They agreed to continue to monitor its status and level of usefulness.

### FINANCIAL MATTERS

#### Payment of Claims

Mr. Meggers requested that the Board consider payment of the claims represented by check numbers 3144 – 3157 totaling \$28,969.38. Director Zimmermann moved that the Board approve the payment of claims as presented. Upon second by Director Sobik, vote was taken and motion carried unanimously.

Approval of Rate Resolution for 2013 – The Board reviewed and discussed the rate resolution and rate analysis. The Board recommended the following changes:

- The Debt fee of \$16 per month was eliminated (effective at the beginning of January, 2013)
- The \$44 monthly Enterprise fee was renamed to Operations fee for clarity and was lowered to \$40 (effective at the beginning of January, 2013).

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- The existing rate of \$8/1000 gallons is to be changed to a tiered structure rate for water usage (effective at the end of January, 2013) to the following:

Tier 1: 0-4,000 gallons	\$8/1000 gallons
Tier 2: 4,001-7,000 gallons	\$12/1000 gallons
Tier 3: 7,001 gallons & up	\$16/1000 gallons

Upon a motion by Director Zimmermann and a second by Director Sobik the rate change was unanimously approved.

### Monthly Cash Position and Unaudited Financial Statements

Mr. Meggers presented the monthly cash position and unaudited financial statements for review by the Board which were reviewed by the Board.

### WORK SESSION

Review and Discuss Master Plan Project – Baseline reviewed and discussed the master plan project with the Board. Baseline was directed to draft the work session meeting notes and then they were to circulate the draft to the board and staff for comment after the meeting.

### OTHER BUSINESS

Review and Consider Approval of Engineering Proposal for the SWTP Backwash Pond (Water Quality Improvement Fund Grant Project) – The Board differed this item until after the master plan was complete.

Discuss Source Water Protection Project – The Board appointed Director Sobik as the project lead. Mr. Meggers mentioned that the next meeting for the project is January 15, 2013.

Public Comments – None.

Red Rock Ranch Inc., Hugh J. Nevins Trust and Estate of Mary L. Nevins – Director Zimmermann announced that with the passing of Mary Nevins he would be following up on any district related items associated with Red Rocks Ranch Inc., Hugh J. Nevins Trust and Estate of Mary L. Nevins.

### ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Zimmerman, seconded by Director Sobik, the meeting was adjourned at 7:05 p.m.

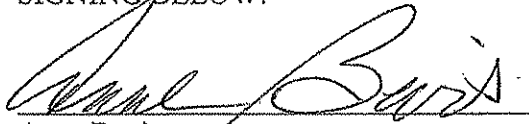
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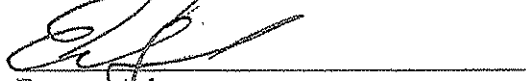
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Respectfully submitted,

  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL  
DECEMBER 18, 2012 MINUTES OF THE FOREST VIEW  
ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS  
SIGNING BELOW:

  
Anne Bevis

  
Eugene Ashe

  
Eckehart Zimmermann

  
Karla Thompson

  
Tim Sobik

## **Forest View Acres Water District**

Operations Report –December 2012/ January 2013

Prepared by Gabrielle Begeman

ORC Water Professionals

### **Treatment Plants:**

#### **Arapahoe Water Plant:**

- The plant has been the only source of water since the last of December.
- We have had issues with the cla-valves at the booster pump station leaking water.
- We have diagnosed the pressure switch, which initiates the pumps at the booster station, is faulty and will be replaced by Applied Ingenuity.
- We have had a number of tank radio failures or miscommunications from the telemetry at the tank to the AWP in January.
- We had to replace some components in the chlorine pump.
- We had to rebuild a valve in the filter skid and will be ordering more parts to have on-hand to do others.

#### **Surface Water Plant:**

- Devin has completed the valve installation and will be wrapping up the O&M manual soon.
- The plant automatically shut off for high turbidity on 12/31/12. The bypass valve opened to ensure that flow continued down the pipe, however the flow was slight. The pipe/inlet combination froze and has not been able to deliver water to the treatment plant since the end of December.
- We attempted to thaw the line by pouring 100 lbs of softener salt down the inlet to no avail.
- We will attempt another approach.
- We have ordered an electronic actuated valve to ensure the bypass valve does not act up in the future.

### **Distribution System:**

#### **Master Meters**

- Please see the attached report on master meter data.
- The zone #1 batteries are not being attended to, and we will not have any master meter readings for January.